

UNCLASSIFIED STATE 00166357

VZCZCXRO0266

RR RUEHAG RUEHAO RUEHAP RUEHAT RUEHBC RUEHBI RUEHBL RUEHBZ RUEHCD
RUEHCHI RUEHCI RUEHCN RUEHDA RUEHDE RUEHDF RUEHDT RUEH DU RUEHED RUEHEL
RUEHFK RUEHFL RUEHGA RUEHGD RUEHGH RUEHGI RUEHGR RUEHHA RUEHHM RUEHHO
RUEHHT RUEHIHL RUEHIK RUEHJO RUEHJS RUEHKN RUEHKB RUEHKS RUEHKUK
RUEHKW RUEHLA RUEHLH RUEHLN RUEHLZ RUEHMA RUEHMC RUEH MJ RUEHMR RUEHMRE
RUEHNAG RUEHNG RUEHNH RUEHNL RUEHNP RUEHNZ RUEHPA RUEHPB RUEHPD
RUEHPOD RUEHPT RUEHPW RUEHQU RUEHRD RUEHRG RUEHRN RUEHROV RUEHRS
RUEHTM RUEHTRO RUEHVC RUEHVK RUEHYG

DE RUEHC #6357 3462230

ZNR UUUUU ZZH ZEX

R 122220Z DEC 07

FM SECSTATE WASHDC

INFO ALL DIPLOMATIC AND CONSULAR POSTS COLLECTIVE

RUEHTRO/AMEMBASSY TRIPOLI 7377

UNCLAS STATE 166357

THE FOLLOWING FSINFATC 002810 DTD 12DEC07 SENT ACTION
SECSTATE REPEATED FOR YOUR INFORMATION 12DEC07

QUOTE:

UNCLAS DIR FSINFATC 002810

MSO PLEASE PASS TO ALDAC

E.O. 12958: N/A

TAGS: [AADP](#) [AMGT](#) [AOMS](#) [APER](#) [AFSI](#) [KRIM](#)

SUBJECT: Preparing for SMART - Getting the Most Out of Outlook

¶1. In preparation for the rollout of SMART messaging, the Foreign Service Institute has prepared a set of short instructional films. Since SMART messaging will be Outlook-based, these films involve In-box management.

¶2. Whether you have been naughty or nice there is a gift for you on the FSI website. Knowing how busy this time of year can be, we have created short Outlook lessons you can view in 3-5 minutes. Please go to the School of Applied Information Technology's recently updated homepage at <http://fsi.state.gov/fsi/sait> and click on SAIT Holiday Gifts. Click the link of your choice and the movie will start. Visit this site often as new gifts will appear every week in December.

¶3. Questions regarding these videos should be directed to Curriculum developer/instructor Darlene Jackson-Barnes, Jackson-BarnesD@state.gov.

¶4. MINIMIZE CONSIDERED.

UNQUOTE: RICE